



DELAWARE JUDICIARY
ADMINISTRATIVE OFFICE OF THE COURTS

Non-Merit Position
(This position is exempt from the State of Delaware Merit Rules
and the Judicial Branch Personnel Rules)

Posting #AOC0703N18

FAMILY CRISIS THERAPIST
(Casual/seasonal – not to exceed 29.5 hours per week)

Opening Date: July 24, 2018 **Closing Date:** August 10, 2018

Salary: \$15.00 – \$20.00 per hour*

Recruiting For: Office of the Child Advocate

Location: City of Wilmington or Dover – Position requires statewide travel as necessary (**Please check the preferred location on your application.**)

*Salary applicable for this position is based upon the qualifications of the individual applicant.

Background: The Office of the Child Advocate (OCA) is a non-judicial state agency charged with safeguarding the welfare of Delaware's children. It has 22 full-time employees, three casual/seasonal Family Crisis Therapists (FCT), one casual/seasonal attorney, one casual/seasonal data analyst, and eleven contractual staff. While OCA has many statutory duties, legal representation of children is a significant part of OCA's mission. OCA operates with this small staff out of all three counties, now representing approximately 800 children in DSCYF custody, and another 30 children in other child welfare proceedings. Currently, 125 of the most serious abuse and neglect cases are being handled by Deputy Child Advocates (DCAs) with support from casual/seasonal FCTs.

Summary Statement: This casual/seasonal Family Crisis Therapist will support cases in both New Castle and Kent Counties by accomplishing such tasks as scheduling and conducting client visits; providing legal testimony for court proceedings as necessary; acquiring, summarizing, and compiling voluminous records from various agencies through the discovery process; reviewing those records to complete timelines; scheduling and attending witness interviews; and preparing cases for trial.

Minimum Qualifications: Please address each item separately on the Minimum Qualifications page of the application. Failure to do so will result in disqualification. Applicants must meet each of the following qualifications. Failure in any one area will result in a rating of “not qualified.” Resumes may not be substituted for the application.

1. Possession of a Bachelor’s Degree in a social or behavioral science or equivalent experience in a social or behavioral science.
2. Knowledge of health or human services work such as applying theories, principles, laws, and practices of health or human services programs and services that assist with and improve life for individuals, families, or communities such as financial support, employment, unemployment, housing, health care, disease prevention, substance abuse, child protective services, physical/mental health treatment and prevention or rehabilitation.
3. Knowledge of interviewing to obtain facts, exploring issues, and identifying courses of action.
4. Knowledge of child welfare or social services case management, experience within the State of Delaware’s child welfare system preferred.
5. Knowledge of legal support work such as maintaining case files, reviewing and filing legal/court documents, and assisting legal staff at court proceedings to gather information, and various other discovery methods.
6. Ability to communicate courteously and effectively, both verbally and in writing.
7. Possession of a valid Delaware Class D driver’s license or its equivalent.

Special Requirement: Ability to successfully complete a security clearance as issued by the State of Delaware Bureau of Identification and a Child Protection Registry check.

Conditions of Employment:

- A satisfactory criminal background check is required as a condition of employment.
- Direct deposit of paychecks is required as a condition of employment.

Submitting Your Application: Visit the website at <http://courts.delaware.gov/career/> and review the complete job announcement, then click on “apply” next to the job posting. Then print, or complete and print, the Judicial Branch Non-Merit Employment Application in either Microsoft® Word or PDF format. Applications should be submitted by any one of the formats listed below prior to the closing date stated on this announcement.

1. Send your application as an e-mail attachment with the words “Application Form” in the subject line to: apps.aoc@state.de.us (**preferred method**)
2. Fax your application to: (302) 255-2482, Attention: Human Resources
3. Mail your application to:

Administrative Office of the Courts
The Renaissance Centre
405 N. King Street, Suite 507
Wilmington, DE 19801-3700

Attachments to Applications:

- Please do not submit copies of evaluations, letters of reference, training certificates, or college transcripts unless requested.
- If supplemental information is requested by the posting, be sure to include it when you submit your application prior to the closing date.
- Applications or additional information will not be accepted after the closing date.
- Resumes will not be accepted unless accompanied by the application.

Accommodations:

- Accommodations are available for applicants with disabilities in all phases of the application and employment process. To request an auxiliary aid or service please call (302) 739-5458.
- TDD users should call the Delaware Relay Service Number 1-800-232-5460 for assistance.

The Delaware Judiciary
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